

Career Academy of South Bend, Inc.
Minutes of Meeting of Board of Directors
September 28, 2021 via Zoom and In Person

Directors Present: David Balkin, Marian Hodges, Larry Garatoni, Mark Melnick, John DeSalle, Kay Antonelli (via Zoom)

Staff Attending: Dean Fecher, Jeremy Lugbill, Nick Garstka, Kim Richardson, Sam Ells, Rob Kohler, Rhonda Myers, Tammy Youngs (via Zoom)

Also Attending: Emily Gaskill, Charles Loeser (via Zoom), Sue Haynes

A. Call to Order. Larry Garatoni called the meeting to order at 5:00 pm.

B. Approval of Minutes. The minutes of the prior (July 27) meeting were approved.

C. Introduction of New Board member. Larry introduced new board member John DeSalle. With his extensive executive experience and his position with Notre Dame as Executive Engineer in residence for the LIFT program,¹ Larry said, John is exceptionally qualified to bring knowledge and experience to our board and we're delighted to have him with us.

D. School Operations.

1. Superintendent Report.

a. State Connections.

Jeremy reported that Indiana Secretary of Education Katie Jenner visited Career Academy last Wednesday and was extremely complimentary of the engagement level of our kids and the

¹ See <https://evp.nd.edu/news/hoosier-racing-tire-president-appointed-first-executive-engineer-in-residence-for-industry-labs/> John DeSalle, president of Hoosier Racing Tire Corp., has been appointed the first executive engineer in residence in the University of Notre Dame's newly created iNDustry Labs. ...DeSalle will serve as a translator and bridge builder who will regularly visit companies, articulate industry challenges and identify available resources through the LIFT Network to help drive regional industry advancement... iNDustry Labs is a University-wide platform designed to connect cutting-edge research facilities, experiential learning programs and dedicated expertise to regional industry and educational partners. As an anchor of the South Bend-Elkhart **Labs for Industry Futures and Transformation** (LIFT) Network, iNDustry Labs supports ...businesses in the region, and will serve as a front door to the University for industry partners and other LIFT Network members. LIFT was established in April with a \$42.4 million grant to Notre Dame from the Lilly Endowment to spark a more prosperous, resilient, and skilled region.

innovative practices that she saw in our classrooms. She also was impressed by our partnerships with the Boys and Girls Club, the City Connects program, and with Notre Dame for the STEM program and our direct admissions program. It's good for our teachers and staff to know, Jeremy said, that it's recognized what a great job they're doing. Dr. Jenner invited us to a thinkers and innovators roundtable in Indianapolis in a few weeks.

Jeremy also reported that Nick Garstka, our High School principal, and our college and career counselor, Mr. Turner, were in Indianapolis last week to present on social-emotional learning and our early college accreditation program, which targets middle tier students, typically first gen students or students who are generally underrepresented in post-secondary education. The Early College program is designed to push rigor for kids who can do the work, but maybe just don't know yet. The presentation was well-received and will be followed up with visits here to see what we're doing.

b. Pathway Demographics.

Jeremy presented the demographics of student pathway choices:

Demographics of CASB Career Pathways: % of Pathway students in gender/ethnic categories						
Pathway	Male	Female	White	Black	Hispanic	Multi-racial
Business	43	57	43	34	9	12
Computer Sci	77	23	57	18	11	14
Engineering	72	28	60	19	7	13
Health Sci	15	85	44	38	6	10
Machining	43	21	58	13	13	14
Welding	86	14	62	21	5	10

Career Pathways Selected: % of each demographic group selecting each pathway								
	Welding	Business	Computer Sci	Engineering	Health Sci	IT	Machining	Radio-TV
Female	7	47	8	9	20	0	8	1
Male	24	23	17	15	2	1	18	0
Black	15	44	9	10	15	0	7	0
Hispanic	11	34	17	11	6	0	21	0
White	19	26	14	15	8	1	16	1
Multi-racial	24	23	17	13	2	1	18	0
Total	17	32	12	12	8	1	1	1

Over the next few months, the staff will be looking into whether we're doing what we should to assure that our students have the confidence to select any pathway and that they understand the career potential of each pathway.

c. Updated Reopening Plan.

Jeremy said that based on the recent COVID data, his team concluded it is appropriate for all students K-12 to be masked during classes. Schools have this authority under Governor Holcomb's executive order. The highest priority is that students stay on-site in school. This may be modified depending on COVID trends. Larry asked for a motion to approve. On motion duly seconded, the plan was unanimously approved.

d. Personnel.

Assistant Superintendent Sam Ells reported that the end of the 2020-21 school year, 14 certified staff members (12% of the staff) left: 4 moved out of state, one moved to the other side of the state, 3 left education, 3 transferred to schools closer to where they live, one left for a promotion, and two took positions in Empowerment Zone South Bend schools, which offered a sign-on bonus and stipend. Overall we've added 21 positions since last year and have only two open positions.

2. Principal reports.

a. Success Academy.

Dean Fecher reported that enrollment is up from last year and there's only one staff opening. Five students and eight staff tested positive for COVID over the first five weeks of school, resulting in four classrooms being quarantined, but we've not had any positive cases in the last two and a half weeks, so apparently masks are making a difference.

Success has some new academic programs this year, including tailored prevention, intervention and enrichment services for all students through the City Connects program from Boston College administered through Marian University.

Dean presented start-of-year student assessment data in detail.

b. Middle School.

Jeremy introduced the new Middle School principal, Rhonda Meyer. Rhonda said that she has been here exactly nine weeks but worked from home two of those weeks due to being infected with COVID. She presented start-of-year student assessment data in detail.

c. High School.

Nick reported that the high school's enrollment at 416 is the highest ever and there are no vacant staff positions. He presented start-of-year student assessment data in detail. Since the SAT will replace ISTEP as the key academic measure for high schools this year, it should be

easier than in past years to assess where our students are, beginning with ninth and tenth graders taking the PSAT. Nick reported that fifty-five of the 91 seniors have internships two afternoons per week.

d. Online School.

Tammy Youngs explained there are three distinct groups served by online instruction: students have chosen 100% remote learning, students using online learning for credit recovery, and homeschooled students taking selected courses from Career Academy. For homeschooled kids, the State pays a fraction of the daily tuition equal to the percentage of full daily instruction comprised by the class or classes the student is taking. For homeschooled students, up to four classes can be taken, either online or coming to the school for part of the day. There are 90 students utilizing the online curriculum, of whom 17 of them come in regularly and join us in person. 23 of those 90 students are new to Career Academy. Currently there are only five homes but many of the families that we've had a chance to talk with have said that they're anxious about getting their students started with us either winter semester or next fall semester. The online credit recovery program is serving 177 of Career Academy high school students. We've already been able to recover roughly 45 credits for those students in the first nine weeks. We are offering credit recovery all 10 blocks of the school day, so students don't have to worry about managing it into their schedules, it's open every hour.

For students selecting all-remote learning, we have 49 students in the high school and 41 in the middle school, with 15 of our Middle schoolers being in sixth grade. Online learning is more popular for 11th and 12th grade students since it allows them to work during the day and fulfill their school requirements outside of traditional classroom hours.

Tammy added that online students are to participate in sports and able to participate in extracurricular activities or robotics classes.

The percentage of online students who are also taking onsite classes is around 60% for the high school and roughly 10% for middle school.

Larry said the team has found a segment of students whose needs are unique and has done a good job of meeting those needs, congratulations.

E. Enrollment Update

Rob Koehler reported that with the count almost but not quite finalized, enrollment is at an all time high: roughly 1430, with 615 at Success, 399 at the middle school and 416 at the high school. Figures should be finalized next week. We provided over 150 School tours from June

to August, almost all families who visit decide to enroll. Larry said having picked up roughly 100 students is phenomenal when many schools have lost, congratulations!

F. Charter Amendment for Online School

Jeremy said we need Board approval on an amendment to our charter to authorize the modified online program. A motion for authorization was made, seconded and unanimously approved.

G. Financials

Kim presented the claims report (list of payments) for board approval. Larry let's postpone that to next month since the report wasn't sent early enough to allow reasonable time to review.

Kim reported that she updated June 30 year end financials just to pick up any last minute accrued invoices that needed to be in, there were no significant changes

Year to date July through August is close to budget but our textbook reimbursement collection at the beginning of the school year was budgeted at \$12,000 and produced \$68,000, which was a record.

Kim commented that the budget will be revised next month when the enrollment count for tuition payment is finalized, so these financials will change. Upon motion, the financial statements were approved.

H. Trine Report – Emily Gaskill

Emily said she was at both campuses today, and observed about 40 classrooms, and then two online classrooms. Every school is at "meets standard" so a great way to start the year. There's improvement from the Professional Development over the summer. For attendance, the ratings were just under the "meets standard" metric. For financials, days cash has increased. For Trine reporting requirements, the schools are "meets standard." For English learner and SPED compliance, all three campuses are at "meets standard."

Emily explained that Trine is creating an online status update dashboard so that schools can see at a glance their status on all charter metrics. She'll provide a link tonight.

The big item is benchmark student achievement targets. Trine's expectation is for 70% of legacy students to be at grade level achievement. In some instances, we're right on track, but there are others where we're not going to meet that 70%. But the data shows progress.

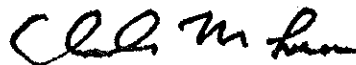
Emily explained that on the graph, the orange and blue lines are the targets for the year, the green line where we want you to be at the end of your term.

Emily shared that they are trying to connect Career Academy High School to the Trine campus. As part of that, members of Career's eSports team are actually coming to Trine on the 15th of October to participate in a day in the life of an athlete. And they're going to be able to practice in our facilities, that's really exciting for them.

Emily said that Lindsay Omlur, Trine's director, spoke with Larry earlier this week about Trine's board governance self-assessment tool. There's an option to submit quarterly, the requirement is an annual submission.

Larry said he will get a copy of this and submit it to the whole board.

There being no comments, questions, or further business, the meeting was adjourned.



Charles M. Loeser, Secretary